

MINUTES  
ZONING COMMISSION  
JUNE 6, 2012 – 7:00 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Present: Cady, French, Hudecek, Marquardt, O'Neill, Sayer, Sutherland  
Absent:  
Staff: Cullen, Gilot

Chairperson Sutherland called the meeting to order at 7:00 p.m. and introduced Susan Sayer, a new alternate member of the Zoning Commission.

II. PUBLIC HEARING

1. Special Permit #328, 38 Central Avenue, PIN 169812961815, R-12 Zone. Proposal is to modify Special Permit #206 to add 20 children to an existing 86-child daycare center. (TVCCA, Applicant)

Chairperson Sutherland read the legal ad.

Sharon Burelle, 143 Noank Road, Mystic, Senior Director at TVCCA, presented the application to amend Special Permit #206 to add 20 additional children for a total of 106 children at the daycare center. The center is open Monday through Friday, 7 a.m. – 5 p.m., except holidays. There are three buildings on the site, and if approved, all three will be used for child daycare. The building was previously used as a Head Start facility, and then the neighborhood policing facility, but has been vacant the last few years. Ms. Burelle reviewed the site, the zoning requirements including lot coverage and buffering, and the playground requirements for daycare licensing. There would be no impact on the neighborhood or environment; the impact on traffic would be minimal as the arrival and drop-off of children is staggered.

Staff provided copies of several letters received from the neighbors, all in favor of the application. Staff reviewed the drop-off/pickup area and Special Permit #140 issued in 1996 to expand the number of children to 86. Slight changes in site, the buffers and the buildings on the site were reviewed.

The Chairperson asked for comments from the public and there were none.

The public hearing was closed at 7:12 p.m.

III. APPROVAL OF THE MINUTES OF May 2, 2012

MOTION: To approve the minutes of May 2, 2012 as amended.

Motion made by French, seconded by Hudecek. Motion passed unanimously.

IV. CONSIDERATION OF PUBLIC HEARINGS

1. Special Permit #328, 38 Central Avenue (TVCCA, Applicant)

MOTION: To approve Special Permit #328 to modify Special Permit 206 to add 20 children to an existing 86 child daycare center.

Findings and Reasons for Approval

1. The Commission finds that the application meets the conditions of Section 7.1-18 with regards to building location, building coverage, buffer requirements, play area requirements and accommodation of pedestrian and vehicular traffic to the site.

The Commission finds that the application complies with Section 8.3 as it is in harmony with the existing neighborhood, is not in conflict with the existing traffic patterns and will not have a negative impact on the environment

Motion made by French, seconded by Hudecek. Motion passed unanimously.

V. PUBLIC COMMUNICATIONS

Commissioner French requested that staff use her proper name in all future emails.

VI. OLD BUSINESS

1. Discussion of proposed text amendment to Zoning Regulations Section 8.3 – No discussion.
2. Discussion of Commission Work Program for 2012 – No discussion.

VII. NEW BUSINESS

1. Zoning Commission Assignment to the POCD Project Steering Committee

MOTION: To nominate Sue Sutherland as the Zoning Commission representative to the POCD Steering Committee.

Motion made by French.

Hudecek and Sayer expressed interest in attending the meetings.

Hudecek nominated Sayer as an alternate Zoning Commission representative to the POCD Steering Committee.

French said that at the last meeting, Marquardt had expressed interest in being an alternate.

Hudecek seconded French's motion to nominate Sutherland as the primary representative. Motion passed 4-1, 1 against (Marquardt).

Hudecek withdrew his motion.

Motion to nominate Susan Marquardt as the alternate Zoning Commission representative to the POCD Steering Committee was made by French.

The Chairperson said that based on the amount of interest, the Commission needs to work out a mechanism to share and make all commissioners are aware of the proceedings and schedule. She suggested that the alternate develop a way to gather information from the Commission to be reported to the Steering Committee.

Motion passed unanimously.

2. New Applications - None

### VIII. REPORT OF CHAIR

Chairperson Sutherland asked all the members to direct communications to Michael Murphy and he will coordinate the correspondence.

Chairperson Sutherland spoke about the FOIA seminar she attended in April. Some items discussed at the seminar were shorter meeting minutes, public discussions, and email communications.

The Chairperson attended the public meeting on the proposed Crystal Lake Road project – with federal and state funding of 5.82 million. Staff briefly reviewed the proposed project for the Commission.

Update of items of consideration – Chairperson Sutherland will meet with the Director of Planning to review the items in greater detail. The Zoning Commission will support the Planning Commission with the POCD.

### IX. REPORT OF STAFF – None

### X. ADJOURNMENT

Motion to adjourn at 7:43 p.m. made by O'Neill, seconded by Hudecek, so voted unanimously.

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Mariellen French, Secretary  
Zoning Commission

Prepared by Debra Gilot, Office Assistant III